

FY2006 Project Concept Paper Outline (Approximately two pages)

1. Project Title: *(short descriptive phrase / sentence)*

2. Project Objective: *(1-2 sentences, precise statement)*

3. Problem Statement: *(One-paragraph description of the nature and magnitude of the problem to be addressed).* The problem described should be that which can be affected by the project objective. The mining commodity (e.g., underground coal, surface metal) should be identified here. Reference any relevant information from the strategic planning reports. Surveillance data should be used if available. If not available, mention a few reasons why data are not available / cannot be used. Cited data should be specific to the problem - for example, a project to reduce surface drill dust should cite exposures to this dust source, not silicosis data for all mining. Mention any external organizations that have expressed specific interest in the problem.

4. Health and Safety Outcomes:

State the health and safety outcome(s) expected if the project is successful and the results implemented. The outcomes can be site-specific and the results of the research extrapolated to other similar work locations (e.g., all longwall mines). In the outcome estimates, be as quantitative as possible, e.g., numbers of injuries, fatalities, illnesses avoided per year. If applicable, mention any relevant outcomes outside of mining (other industries).

5. Project Description:

This is a critical part of the concept paper. It describes the approach and general methodology to be followed in achieving the project objective. It should briefly describe the tasks and major milestones. Identify any collaborators that will be involved in the project. Describe how project results will be communicated and implemented.

6. Personnel:

Identify critical skills/disciplines needed and FTE (optional - listing of proposed employees).

7. Discr. \$ budget estimate for first year:

- a. Extramural (e.g. contracts, interagency agreements)
- b. Travel (domestic/foreign)
- c. Other discretionary funding - estimate the total and any major equipment over 5K.
- d. Total needed for first year

8. Duration of project; total discretionary funds, and FTE needed from start to completion:

Year #	Year					Total
	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	
FTE						
Discretionary \$						

9. Proposer(s) (telephone no. and e-mail):